

The Walk With Christ *** Historian Servant Description ***

Role – The Historian will ensure the gathering, maintenance and availability of The Walk With Christ items of historical significance . The Historian is an appointed member of the Communications Committee.

Term of Service – Serving as Historian is a two-year term. A married couple may share the position. The Communications Chair will request confirmation, every two years, from the Historian(s) whether or not they wish to continue serving in this position.

Position Specific Responsibility –The Historian will ensure

- Collection of historical items (e.g., *Rooster Tales articles*, Walk activities memorabilia and text, pictorial, audio, video, audio/visual documentation of Walk Community stories (memorable, humorous, etc.) is made available for use to enrich the Walk Community through *Rooster Tales* newsletter articles and the website as well displayed during Ultreyas.
- Digitalization of paper documents, pictures, etc. (electronic files in various formats, such as pdf, jpeg, Word, Excel, etc.).
- Placement of electronic records in TWWC’s DropBox account.

Financial Responsibilities – Any Secretariat approved expenses will be reimbursed.